

Registering Initial KidsCare Applications

A. Overview

1. Introduction

This chapter explains how to enter the data in ACE to register initial applications as well as the other processes involved during registration.

The purpose of this section is to describe:

- The basic window functions in ACE and
- Some terms that you need to understand in the data entry process for registration.

2. Terms that Apply to Registration

The table below defines some terms that you need to understand in the data entry process for registration.

Term	Definition
Person Identification	<p>Each person known to ACE is assigned a “Person Identification” (PID) number. Regardless of the number of times an individual may apply, they will always have the same “PID” number.</p> <p>An individual may be known to more than one case (i.e. child moves from grandmother’s house back to their parents’ house), but they will always have the same “PID” in each of the cases.</p>
Group	<p>A “Group” is made up of the individuals identified with a single case and includes:</p> <ul style="list-style-type: none">• Customer;• Spouse (identified as Other if not applying);• Parent of a minor child (identified as Other if not applying);• Children (Identified as Other if not applying); and• Any other person associated with the case.
Role	The position that the customer holds in

	the case.
Begin Date	The date that the application is received in the KidsCare Office (stamp date).
Group Number	The number given to the group by ACE.

B. Initial Application Registration

1. Receiving the Customer's Request for Assistance

ACE is designed to be an interactive system. A request for assistance may be received via a telephone call, a fax, or a formal request (referrals from an acute care health plan or hospital), etc.

A customer's request for assistance is received on any one of the following applications:

- The Application for AHCCCS Health Insurance (AH-001)
- The KidsCare Renewal Form (KC-1201)
- The DES Denial Application (KC-108)
- Health-e-Arizona Application
- Any earlier versions of the KidsCare Application

2. The Registration Process

The registration process begins after you receive the customer's request for assistance on a paper application. This process includes:

- Completing system checks
- Registering/keying cases in ACE
- Ordering WTPYs for all household members with a Social Security Number;
- Assigning and distributing cases to the KidsCare Dispatcher Caseload

3. How to Complete System Checks

Complete system checks in PMMIS and AZTECS to determine if an individual is known to AHCCCS or DES.

Take the following actions to complete the system check search in:

- PMMIS (steps 1-3)
- AZTECS (steps 4-5)
- KEDS (steps 6-9)

Step	Window	Action
1	RP290	Search by name, birth date and sex of each applicant.

2	RP145	On the AHCCCS-Recipient Menu: Enter selection: 01 . Tab to Alternate ID field. Type in applicant's SSN . Press "ENTER". Search for any AHCCCS programs for which the applicant is currently eligible or was previously eligible.
3	RP185	Search for KCN of the individual if KEDS is not available.
4	CLIN	Search by name, birth date and SSN to see if any of the applicants are known to AZTECS. Enter the AZTECS case number in the Codes index in Fortis.
5	CAP-1	Search for another potential address and phone number for the case.
6	KC110	Search by name, birth date, Social Security Number and sex of each applicant.
7	KC205	Search for the Primary Informant
8	KC290	Check to see if the person is in the household.
9	KC220	Copy the KEDS ID (K plus nine digits) and paste it into ACE.

4. ACE Windows Used for Registration

After completing the system checks, register a KidsCare application on the following:

- **"Group Assignment"** tab
- **"Work Management-Assign New Case"** window
- **"Relationship"** tab
- **"Demographic"** tab
- **"Address"** tab

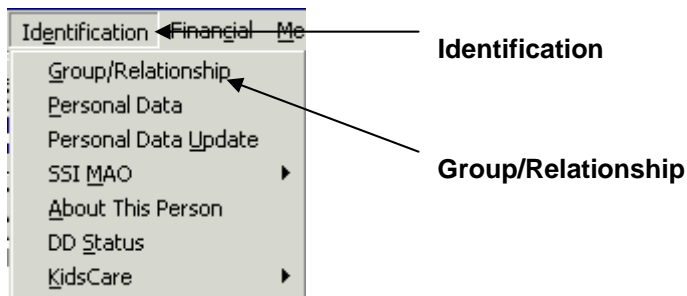
These are the first five windows/tabs in your Standard Path since they are used to register a case.

5. How to Register an Application

Take the following actions to register an application.

a) Group Assignment Window

1. Click on **"Identification"**. Select **"Group Relationship"**. This takes you to the **"Group"** window, **"Group Assignment"** tab.



2. Click the **“New Group”** button to clear the information in the **“Name”** grid.
3. Enter the last name, first name, middle initial, date of birth, SSN and gender of the customer. Entering as much demographic information as possible assists in locating the correct person you need to find.
4. Click the **“Search”** button. ACE then searches to determine if the customer was previously known to ACE or not.

If the customer is not known to ACE a pop window will display **“Search complete. No duplicate names found.”**. Click **“OK”**.

A screenshot of the 'Group Assignment' window. The window has two tabs: 'Group Assignment' and 'Relationship'. The 'Group Assignment' tab is active. It contains several input fields: 'Name' (Last: zim, First: invader, M.I.:), 'Date of birth: 01/05/1979', 'SSN: 888-88-8888', and 'Gender: C F M'. There are 'Search' and 'Clear' buttons. Below these are 'Role' (APPLICANT, PRIMARY INFORMANT, OTHER), 'Begin date:', 'End date:', and 'Program Types: KIDSCARE, KC PARENT'. There are also buttons for 'This group', 'New group', 'Add to group', 'Update', and 'Remove'. A 'Source Code: KIDSCARE' field is at the bottom left. A 'Duplicate search' pop-up window is displayed in the center, showing the message 'Search complete. No duplicate names found.' and an 'OK' button. Arrows point from the text labels 'Search' and 'Duplicate Search' to the 'Search' button and the 'Duplicate search' pop-up respectively.

If you determine that the name you entered does not match:

- Preview the information with the information on the application and if there is no match, click **“Cancel”**.

If you determine that the name you entered matches:

- Preview the information with the information on the application to ensure that you have located the correct person.
 - Highlight the name of the matching information and click **“OK”**.
 - Follow the instructions in the section **“How to Register for a Person Previously Known to ACE on the Group Assignment Window”**.
5. Upon returning to the **“Group Assignment”** tab, the information entered for the search is now grayed out, or disabled, and cannot be changed.

First, assign the **“Role”** of the individual by clicking on the appropriate title.

IF the person is...	THEN select...
Applying for KidsCare or AHCCCS Health Insurance for Parents	“Applicant” .
The individual who is listed on Question A on page 1 of the Application for AHCCCS Health Insurance (AH-001), or on the mail label of the DES Denial Application (KC-108) or in the Primary Informant section of the Health-e-app. Note: If the Primary Informant is applying for coverage, the Primary Informant will have the role of “Primary Informant” and “Applicant” .	“Primary Informant”
Not applying and is not the Primary Informant	“Other”
Currently receiving Medicaid	“Other”

6. Type the **“Begin Date”** in the **“Begin Date”** field. This is the stamp date. If you are adding a new person to the Group, the **“Begin Date”** is the date that the change was reported or is the date of the renewal application.
7. No action is needed in the **“End Date”** field.
8. For applications received, check KidsCare or KC Parent (depending on whether the customer is a child or a parent) for the **“Program Type”**. This allows you to process the case according to the KidsCare Standard Path.

9. A field will appear that you will paste the KEDS ID from KEDS into.
 10. Copy and paste the KEDS ID from the KC220 screen in KEDS into the “**Alt ID**” field.
- Note:** Do not enter the KEDS ID if the case has never been approved in KEDS. ACE will give an edit if the KEDS ID does not exist in Recipient.
11. Enter the “**Source Code**” in the “**Source Code**” field (if applicable). Use the drop-down menu to select from the available choices.
 12. Enter the “**Priority**” in the “**Priority**” field (if applicable). Use the drop-down menu to select from the available choices.
 13. Enter the original Health-e-app or CSU application date in the “**Application received**” field.

Group Assignment Relationship

Name: Last: koufax First: sandy M.I.: Search

Date of birth: SSN: Gender: C F M Clear

Role: ☒ APPLICANT PRIMARY INFORMANT OTHER

Begin date: 09/13/2005 End date:

Program Types: ☒ KIDSCARE KC PARENT

Source Code: KIDSCARE Priority: Application received:

Name: KIDSCARE SCHOOLS HOSPITALS DES OTHER HEALTH-E-ARIZONA

Program Type Begin Date End Date Appl. Status DOB SS

Buttons: Back Find OK Cancel Forward

Buttons: This group New group Add to group Update Remove

Source Codes

14. Click the “**Add to Group**” button. This action enters the information you entered in the history grid in the bottom section of the window.
15. Repeat these steps for each household member.

Group Assignment

Name: Last: First: M.I.: Search This group

Date of birth: SSN: Gender: ☐ C ☐ F ☐ M Clear

Role: ☒ APPLICANT ☐ PRIMARY INFORMANT ☐ OTHER

Begin date: End date:

Program Types:

Source Code: Priority: Application received:

Name	Role	Program Type	Begin Date	End Date	Appl. Status	DOB	SS
HOMER SIMPSON	APPLICANT	KC PARENT	02/01/2005	05/18/2005	DENIED	01/05/1979	99
	PRIMARY INFORMANT		02/01/2005			01/05/1979	99
MARGE SIMPSON	APPLICANT	KC PARENT	02/01/2005	05/18/2005	DENIED	06/12/1978	98
BART SIMPSON	APPLICANT	KIDSCARE	02/01/2005	05/18/2005	PENDING	02/16/1998	99
LISA SIMPSON	OTHER		02/01/2005			03/01/2001	95

Back

History Grid

16. Review the information in the history grid at the bottom of the window to ensure the information is correct.

IF you determine the information you entered is...	Then...
<ul style="list-style-type: none"> • Correct; and • You do not need to add any additional persons to the group 	Click “Forward” to travel the standard path to the “Work Management-Assign New Case Window.”
<ul style="list-style-type: none"> • Incorrect; or • Incomplete 	Go to the Step 17.

17. Click on the person name in the history grid located in the bottom section of the window.

If...	Then...
You need to change information	<ul style="list-style-type: none"> • Click “Update” • Change the information
The person does not belong in the group	<ul style="list-style-type: none"> • Click “Remove” • Click “OK”
You need to add an additional person to the group	<ul style="list-style-type: none"> • See the section on “How to Add a Person to an Existing Group”


Ensure that all fields are correct and click **“Forward”** to travel the Standard Path to the **“Work Management-Assign New Case”**.

b) How to Add a Person to an Existing Group

After registering the customer on the “**Group Assignment**” tab and clicking “**This Group**”, the customer’s name and information appears in the history grid in the bottom section of the window. This is the point where you may add a person to the group.

Take the following actions to add a person to the group.

1. Type the following information for the person you want to add:
 - **Last Name**
 - **First Name**
 - **Middle Initial**
 - **Date of birth**
 - **SSN**
 - **Gender**
2. Click the “**Search**” button. ACE performs a search based on the information you entered.

If ACE...	Then...
Does find a match	The “Matched Persons” window appears. <ul style="list-style-type: none">• Review the information to determine if it matches with the person you want to add.• If NO, click “Cancel”. This returns you to the “Group Assignment” tab.• If YES, click “OK” and go to step 5.
Does not find a match	The “ Duplicate Search ” window appears, indicating “ No Duplicates Found ”. Click “ OK ”. This returns you to the “ Group Assignment ” tab. 

3. On the “**Group Assignment**” tab, the name, Date of birth, SSN and gender information is now grayed out, or disabled. Since you determined that this person is not known to ACE, enter the following on the “**Group Assignment**” tab:

- “Role”
- “Begin Date”

Note: If you are entering another person with an “Applicant” role, then ACE allows you to enter a “Program Type”.

4. Click the “Add to Group” button to add the person to the group. The person’s name appears in the history grid in the bottom section of the window and the person is now part of the group; skip to Step 8.

Name	Role	Program Type	Begin Date	End Date	Appl. Status	DOB	SS
HOMER SIMPSON	APPLICANT	KC PARENT	02/01/2005	05/18/2005	DENIED	01/05/1979	99
	PRIMARY INFORMANT		02/01/2005			01/05/1979	99
MARGE SIMPSON	APPLICANT	KC PARENT	02/01/2005	05/18/2005	DENIED	06/12/1978	98
BART SIMPSON	APPLICANT	KIDSCARE	02/01/2005	05/18/2005	PENDING	02/16/1998	99
LISA SIMPSON	OTHER		02/01/2005			03/01/2001	96

Person Added to the Group

5. After you click “OK” on the “Matched Persons” window, it returns you to the “Group Assignment” tab.
6. Since this person was previously known to ACE, the person’s name, Date of birth, SSN and gender information is grayed out, or disabled, on the “Group Assignment” tab. Check the person’s “Role” in this group and enter the “Begin Date”. This is the date the person you are adding becomes a member of this group.
7. Click the “Add to Group” button to add this person to the group. The person’s name appears in the history grid in the bottom section of the window and the person is now part of the group.

Group Assignment

Name: Last: SIMPSON First: HOMER M.I.: Search This group
 Date of birth: 01/05/1979 SSN: 999-99-9999 Gender: F M Clear New group

Role: APPLICANT PRIMARY INFORMANT OTHER
 Begin date: End date: Program Types: KIDSCARE KC PARENT
 Add to group Update Remove

Source Code: KIDSCARE Priority: Application received:

Name	Role	Program Type	Begin Date	End Date	Appl. Status	DOB	SS
HOMER SIMPSON	APPLICANT	KC PARENT	02/01/2005	05/18/2005	DENIED	01/05/1979	99
	PRIMARY INFORMANT		02/01/2005			01/05/1979	99
MARGE SIMPSON	APPLICANT	KC PARENT	02/01/2005	05/18/2005	DENIED	06/12/1978	98
BART SIMPSON	APPLICANT	KIDSCARE	02/01/2005	05/18/2005	PENDING	02/16/1998	99
LISA SIMPSON	OTHER		02/01/2005			03/01/2001	95

Back Find OK Cancel Forward

Added as Other

Ensure that all fields are correct and click **“Forward”** to travel the Standard Path to the **“Work Management-Assign New Case”**.

c) How to Register a Person Previously known to ACE

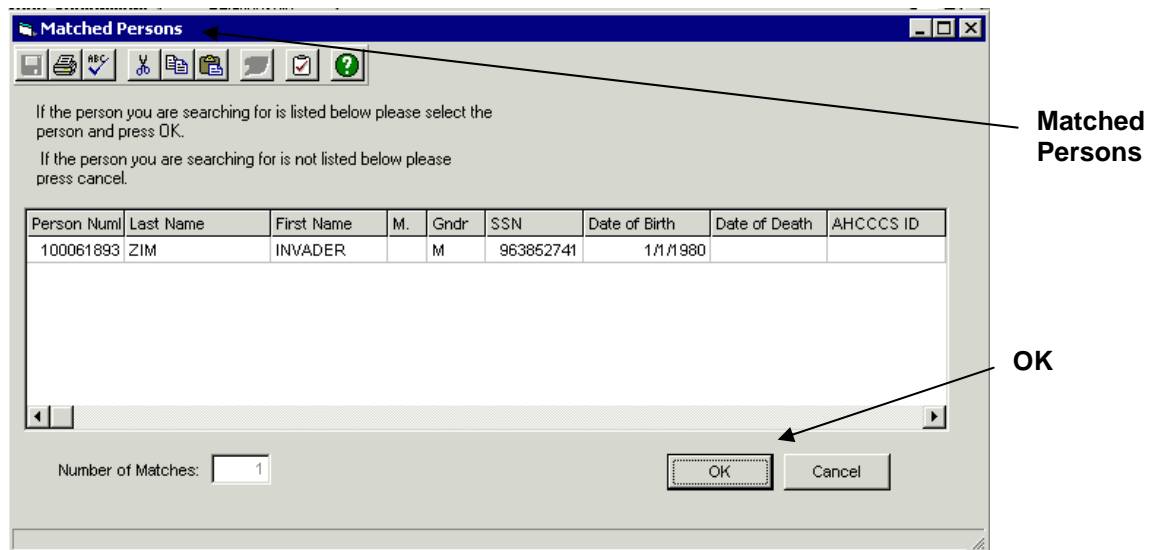
When a customer is previously known to ACE, meaning a customer was previously registered you need to reregister the case when the person reapplies.

The only difference in the registration process between registering a person **not** previously known to ACE and registering a person previously known to ACE applies to the processing instructions on the **“Group Assignment”** tab.

This section describes the processing steps on the **“Group”** window, **“Group Assignment”** tab for registering a person previous known to ACE.

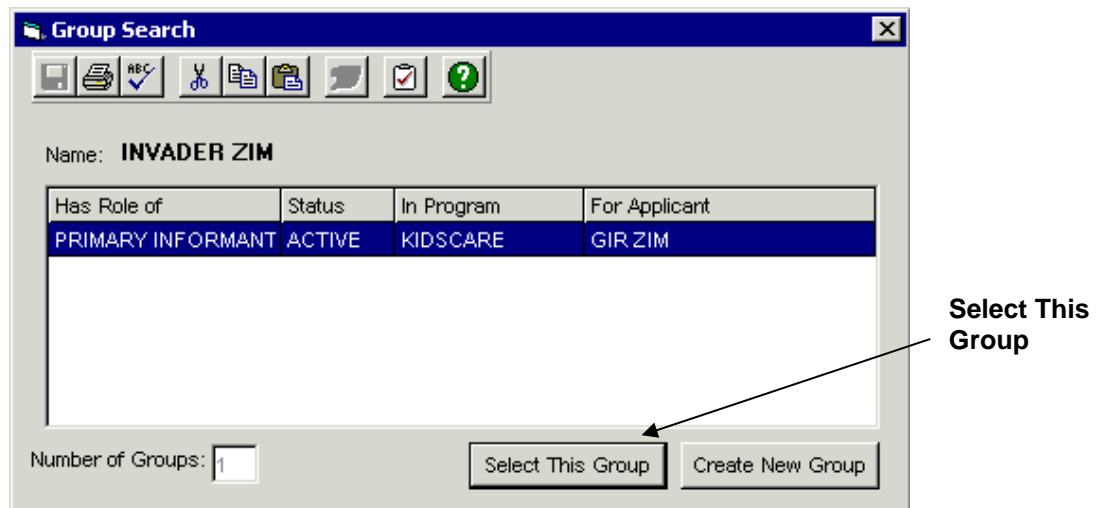
Take the following actions when you determine the name, date of birth, SSN and gender you entered on the **“Group Assignment”** tab is a duplicate and therefore the person is previously known to ACE.

1. Review the name, date of birth, SSN and gender of the customer you entered to ensure that it matches with the information provided on the application. If the information matches, highlight the name and click **“OK”**.



2. The **“Group Search”** pop-up window appears. This window confirms:

- If the person is currently known to ACE.
- The role they have or had.
- Their status (active or inactive).



Click **“Create New Group”** button in the **“Group Search”** window if you want to register this person in a new group. See **“Registering an Initial Application”** for instructions. ACE then returns to the **“Group Assignment”** tab with the selected person’s information.

Click **“Select This Group”** button in the **“Group Search”** window if this is the group for whom you are searching. ACE then returns to the **“Group Assignment”** tab with the selected group’s information.

3. Upon returning to the “**Group Assignment**” tab, you will see the history grid in the bottom section of the window populated with the following information:
 - **Name**
 - **Role**
 - **Program Type**
 - **Begin Date**
 - **End Date**
 - **Application Status**
 - **Date of Birth**
 - **SSN**
 - **Gender**
 - **Source Code**
 - **Person ID**
4. If you are unable to see all of the information, use the horizontal scroll arrow button to see the rest of the information.

Group Assignment Relationship

Name: Last: First: M.I.: Search This group
Date of birth: SSN: Gender: ☐ F ☐ M Clear New group

Role: Begin date: End date: Program Types:
APPLICANT KIDSCARE
PRIMARY INFORMANT KC PARENT
OTHER

Source Code: Priority: Application received:

End Date	Appl. Status	DOB	SSN	Gndr	Appl rec'd date	Source Code	Person Number
		01/01/1980	963852741	M		KIDSCARE	100061893
	PENDING	01/01/1999	987456321	M		KIDSCARE	100061894

Horizontal Scroll Bar

Back Find OK Cancel Forward

5. For reapplications, you only need to enter information that has potentially changed since the last time the customer

applied. Therefore, the name, date of birth, SSN and gender is grayed out, or disabled, on the “**Group Assignment**” tab.

Field to Update for Reapplications	Information to Enter
Role	Enter the customer’s role for this application.
Program Type	KidsCare or AHCCCS Health Insurance for Parents.
Source Code	Current Source Code on the new application.
Application Received Date	The date of the office date stamp (Health-e-apps).

6. After updating the necessary information, click the “**Add to Group**” button. In the history grid at the bottom of the window, the customer has two lines for:

- **Role**
- **Program Type**
- **Begin Date**
- **End Date**

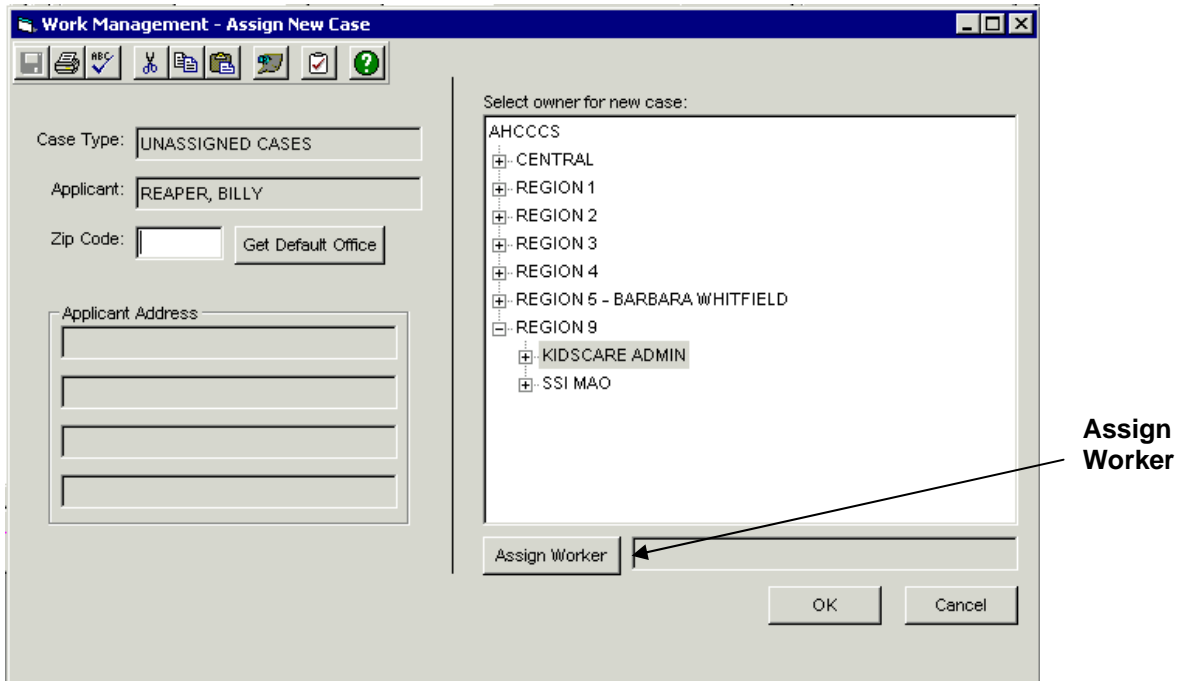
The first line now has an “**End Date**” that represents the date the customer stopped being a member of that group. The second line shows the “**Begin Date**”, which is the new application date.

If you need to add an additional person to the group, see the instructions for the section, “**How to Add a Person**”.

7. To correct information:
 - Highlight the name of the person for whom you want to correct information.
 - Correct the information in the “**Role**”.
 - Click “**Update**”.
8. After you have reactivated and updated the information for a reapplication, click “**Forward**” to travel to the “**Work Management-Assign New Case**” window.

d) **Work Management – Assign New Case Window**

1. Assign the application to the KidsCare Dispatcher Caseload
 - Click on the “**Assign Worker**” button and select the KidsCare Dispatcher Caseload.

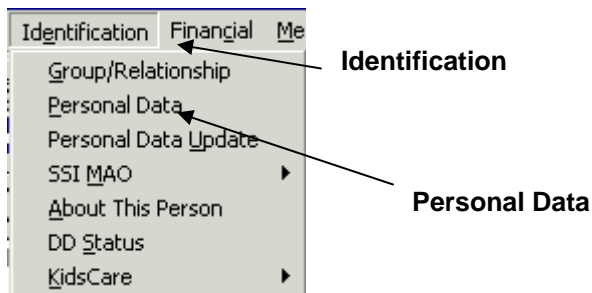


After you assign the case to the KidsCare Dispatcher Caseload, click:

- “**OK**” to save the assignment and close the window to travel the standard path to the “**Demographics**” tab on the “**Personal Data**” window.

e) Demographic Tab

1. If you are not on the Standard Path, you can manually access the tabs on the “**Personal Data**” window.
 - Click on “**Identification**”.
 - When the drop down list appears, select “**Personal Data**”.
 - When the “**Personal Data**” window appears, click on the “**Demographic**” tab.



2. Before entering information on this window, ensure that the information you enter is for the correct group member. All

members known to a particular group are displayed in the “**Group List**” field.

To open the drop down list, click on the down arrow for “**Group List**”. Select the individual for whom you want to enter information from the list.

The screenshot shows a software window titled "Personal Data (BART SIMPSON - APPLICANT - 100061753, 2/1/2005)". It has several tabs: "Living Arrangement", "Eligibility", "Citizenship/Residency", "Student Status", and "Address". The "Demographic" tab is active. Within this tab, there are sub-sections for "Group list", "Name", "Marital status", "Gender", "DOB", "SSN", "Ethnicity", "Pregnancy", and "Native American". The "Group list" dropdown is open, showing a list of names: "HOMER SIMPSON", "MARGE SIMPSON", "BART SIMPSON" (which is highlighted), and "LISA SIMPSON". An arrow points from the text "Additional Members of the Group" to this list. The "Name" section has fields for "Last", "First", and "Middle initial", with "Last" containing "SIMPSON" and "First" containing "BART". The "Marital status" is set to "NEVER MARRIED". The "Gender" is set to "M". The "DOB" is "02/16/1998". The "SSN" is "999-99-9654". The "Ethnicity" is "UNKNOWN". The "Pregnancy" section has a field for "Is applicant pregnant" set to "No". The "Native American" section has fields for "Tribe" and "Reservation". The "Willing to pay premium" section has radio buttons for "Yes", "No", and "Unknown", with "Yes" selected. At the bottom of the window are buttons for "Back", "Find", "OK", "Cancel", and "Forward".

3. Enter the following information:

- Language
- Pregnancy
- Willing to pay premium

Note: Since the SSN, gender and date of birth are entered on the “**Group Assignment**” tab, that information is already displayed. Review the information to ensure that it was previously entered correctly. If NO, correct the information on the “**Demographic**” tab.

4. Repeat for the rest of the household.

5. Click “**Forward**” to save the information travel the standard path to the “**Relationship**” tab on the “**Group**” window.

f) Relationship Tab

1. There is no entry required for registration on this tab. Click “**Forward**” to travel the standard path to the “**Address**” tab on the “**Personal Data**” window.

Group (HOMER SIMPSON - APPLICANT - 100061751, 2/1/2005)

Group Assignment Relationship

Group list: HOMER SIMPSON Control date: Feb 2005

Relationships:

- SPOUSE OF
- CHILD OF
- PARENT OF**
- SIBLING OF
- PARENT OF ADULT
- STEP-PARENT OF
- FOSTER-PARENT OF
- GRANDPARENT OF
- UNCLE OF
- AUNT OF

Group members:

	Age:	Household:
MARGE SIMPSON	26	<input checked="" type="checkbox"/>
BART SIMPSON	6	<input checked="" type="checkbox"/>
LISA SIMPSON	3	<input checked="" type="checkbox"/>

Household

Add

Remove

Group relationships:

HOMER SIMPSON	SPOUSE OF	MARGE SIMPSON
HOMER SIMPSON	PARENT OF	LISA SIMPSON
HOMER SIMPSON	PARENT OF	BART SIMPSON
MARGE SIMPSON	PARENT OF	BART SIMPSON
MARGE SIMPSON	PARENT OF	LISA SIMPSON

Back Find OK Cancel Forward

Forward

g) Address Tab

1. Before entering any information on a tab, make sure the primary informant's name is displayed. Enter the **"Residence"** address and phone number.

ACE automatically determines the **"Residence County"** when a complete address is entered in the **"Residence"** field.

To use the same residence address for the entire group, click on the **"Copy residence to household"** button, and the residence address will automatically be copied to the rest of the group.

Personal Data (HAN SOLO - APPLICANT - 100061325, 8/1/2004)

Living Arrangement Eligibility Student Status Address

Demographic Citizenship/Residency

Group list: HAN SOLO ☒ Member of household Aug 2004

Residence

Street 1: 1234 N. Chewbacca St Street 2: #99

City: Phoenix State: AZ Zip: 85008 Country: U.S.A.

Residence county: MARICOPA

Home: 602-555-9512 Ext: Business: Ext:

Cell/Pager: Ext: E-mail:

Copy residence to household Copy residence to person... Copy residence to mailing

Mailing

Street 1: Street 2:

City: State: Zip: Country: U.S.A.

Copy mailing to household Copy mailing to person... Copy mailing to residence

Correspondence Language:

Back Find OK Cancel Forward

Residence

Copy residence to household

2. If the residence address is the same as the mailing address, click **"Copy residence to mailing"**.

To use the same mailing address for the entire group, click on the **"Copy mailing to household"** button, and the mailing address will automatically be copied to the rest of the group.

Personal Data (HAN SOLO - APPLICANT - 100061325, 8/1/2004)

Living Arrangement Eligibility Student Status Address

Demographic Citizenship/Residency

Group list: HAN SOLO ☒ Member of household Aug 2004

Residence

Street 1: 1234 N. Chewbacca St Street 2: #99

City: Phoenix State: AZ Zip: 85008 Country: U.S.A.

Residence county: MARICOPA

Home: 602-555-9512 Ext: Business: Ext:

Cell/Pager: Ext: E-mail:

Copy residence to household Copy residence to person... Copy residence to mailing

Mailing

Street 1: 1234 N. Chewbacca St Street 2: #99

City: Phoenix State: AZ Zip: 85008 Country: U.S.A.

Copy mailing to household Copy mailing to person... Copy mailing to residence

Correspondence Language:

Back Find OK Cancel Forward

Copy residence to mailing

Copy mailing to household

3. The “**Correspondence Language**” field is on the bottom of the “**Address**” tab, click on the ▼ (down arrow) to select the correct correspondence language.

Note: The “**Correspondence Language**” field of the Primary Informant will determine the language of the notices and forms ACE sends to the customer.

Personal Data (HAN SOLO - APPLICANT - 100061325, 8/1/2004)

Living Arrangement Eligibility Student Status **Address**

Demographic Citizenship/Residency

Group list: HAN SOLO ☒ Member of household Aug 2004

Residence

Street 1: 1234 N. CHEWBACCA ST Street 2: #99

City: PHOENIX State: AZ Zip: 85008 Country: U.S.A.

Residence county: MARICOPA

Home: 602-555-9512 Ext: Business: - - Ext:

Cell/Pager: - - Ext: E-mail:

Copy residence to household Copy residence to person... Copy residence to mailing

Mailing

Street 1: 1234 N. CHEWBACCA ST Street 2: #99

City: PHOENIX State: AZ Zip: 85008 Country: U.S.A.

Copy mailing to household Copy mailing to person... Copy mailing to residence

Correspondence Language: ENGLISH

ENGLISH

SPANISH

Back OK Cancel Forward

Correspondence Language

4. After ordering the WTPY's, click “**OK**” to save the information and close the window.

6. How to Order a WTPY

After you have finished keying the information for registration, order WTPY's for all applicants.

Take the following actions to order a WTPY.

1. On the “**Icon Toolbar**”, click on the “**WTPY**” button. A pop-up window appears displaying the names of the group participants.





2. Click on the box next to the customer's name for which you are ordering a WTPY.
3. Click **"OK"**. This closes the pop-up window and orders the WTPY.
4. If the customer does not have a Social Security Number, the pop-up window **"WTPY New Request"** appears. Click **"Cancel"** to continue on.

First Name: BOBO M.I.: T Last Name: CLOWN

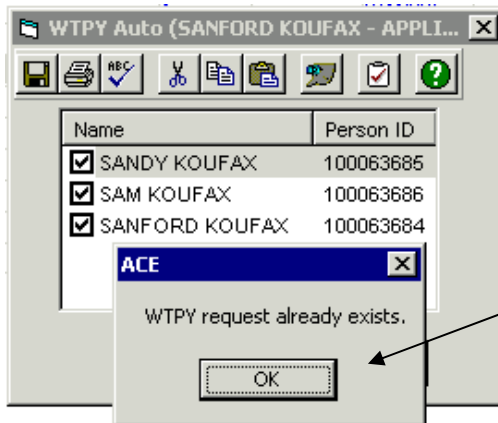
SSN: - - BIC: A

Date of birth: 01/05/1979 Gender: ☒ M ☐ F

New OK Cancel

Cancel

5. If a WTPY request already exists, a dialogue box appears with that message. Click **"OK"** if you receive a message that tells you that a WTPY request already exists.



WTPY request
already exists